



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

MICHAEL P. FLANAGAN
STATE SUPERINTENDENT

January 24, 2013

MEMORANDUM

TO: Intermediate and Local School District Superintendents
Public School Academy Directors
Nonpublic School Superintendents
School Principals

FROM: Sally Vaughn, Ph.D. *Sally*
Deputy Superintendent/Chief Academic Officer

SUBJECT: Title IIA Capacity Building Grant Announcement

The Michigan Department of Education (MDE) invites applicants for the 2012-2013 Title II, Part A Statewide Technical Assistance/Capacity Building Competitive Grant Program beginning January 24, 2013. The grant is intended to support public school districts and public school academies in developing their capacities, through professional development, to initiate, implement, sustain, and evaluate innovative models of effective teaching practices that achieve "any time, any place, any way, any pace" learning.

The U.S. Congress, through the U.S. Department of Education, provides the MDE with Title IIA statewide activity funds to conduct professional development activities in support of the Title IIA program goals. To this end, the MDE intends to award up to \$1.2 million in Title IIA statewide activity funds for the purpose of establishing one or more capacity building initiatives to provide this assistance.

Intermediate school districts (ISD) partnering with at least one public school district and/or public school academy, and organizations in partnership with at least one ISD and at least one public school district and/or public school academy are eligible to apply. Added consideration will be given to applicants that propose external partnerships and articulate plans for sustainability beyond grant funding.

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MDE staff will provide additional information on this grant through an informational webinar:

Title IIA Grant Informational Webinar
date and time include:

9:00 a.m. Friday, February 1, 2013

The webinar can be accessed through Adobe Connect®:
<http://remc.adobeconnect.com/titleIIa>

The audio conference will be accessible through the following number:
Call-in Number: 215-861-0692, access code: 8828859#

For more information, please review the attached document. If you have questions please contact Holli Crowley by email at crowleyh@michigan.gov or at (517) 241-3629.

cc: Michigan Education Alliance

MICHIGAN DEPARTMENT OF EDUCATION

Educational Technology and Data Coordination Office of Education Improvement and Innovation

2012-2013 Title II, Part A Statewide Technical Assistance/Capacity Building Competitive Grant Program

Request for Grant Funding

DISCLAIMER:

**THE FOLLOWING COMPETITIVE GRANT IS ANNOUNCED AND AWARD
IS CONTINGENT ON THE AVAILABILITY OF FUNDS.**

INTRODUCTION:

The Michigan Department of Education (MDE) is offering one or more competitive grants to support public school districts and public school academies in developing the capacity, through professional development, to initiate, implement, sustain, and evaluate innovative models of effective teaching practices. Funding for this program has been awarded to the MDE by the U.S. Department of Education under the Elementary and Secondary Education Act (ESEA) of 1965, Title II, Part A program of 2012, CFDA Number 84.367. This competitive grant will be known as the Statewide Technical Assistance Capacity (STAC) building program.

PURPOSE OF THE GRANT:

The State Board of Education has provided leadership in supporting “any time, any place, any way, any pace” learning to help districts personalize learning for every student and implement the Career and College Ready Standards.

The MDE seeks to support public school districts and public school academies in developing the capacity, through professional development, to initiate, implement, sustain, and evaluate innovative models of effective teaching practice that achieve “any time, any place, any way, any pace” learning.

The U.S. Congress, through the U.S. Department of Education, provides the MDE with Title IIA statewide activity funds to conduct professional development activities in support of the Title IIA program goals. To this end, the MDE intends to award up to \$1.2 million in Title IIA statewide activity funds for the purpose of establishing one or more capacity building initiatives to provide this assistance.

PROGRAM CRITERIA:

Title IIA Statewide Technical Assistance Capacity (STAC) Grants will fund the following activities that support public school districts and public school academies in developing the capacity through professional development to:

- Initiate, implement, sustain, and evaluate innovative models of effective teaching practice that achieve “any time, any place, any way, any pace” learning,
- Become technologically ready to implement online growth assessments from the Smarter Balanced Consortium by 2014-15, Implement rigorous Career and College Ready standards, “Early 4” initiatives, and similar educational improvement programs,
- Evaluate innovative practices for the purpose of recommending effective practice to public school districts and public school academies.

ELIGIBLE APPLICANTS:

The following educational entities and organizations are eligible to apply for this grant:

- Intermediate school districts in partnership with at least one public school district and/or public school academy,
- Non-profit organizations in partnership with at least one intermediate school district and at least one public school district and/or public school academy,
- Added consideration will be given to applicants that propose external partnerships and articulate plans for sustainability beyond grant funding.

TOTAL FUNDS:

Approximately \$1.2 million of total funding is available.

*****No less than one (1) and no more than three (3) grants will be awarded.*****

NONPUBLIC SCHOOL PARTICIPATION:

Funds awarded to the MDE and grant recipients under Title II, Part A are subject to the uniform provisions of Section 9501 of the ESEA (Participation by Private School Children and Teachers). The statute requires grant recipients to provide private school children, their teachers, and other educational personnel with educational services on an equitable basis. This means, to a reasonable extent, non-public school teachers, principals, and other educational personnel are eligible to participate in grant activities funded by Title II, Part A, to the extent that the grant recipient uses funds to provide for professional development for teachers and others.

ASSURANCE OF ACCURACY:

For each application, an assurance must be submitted stating that all information provided is true and accurate. If, during the implementation of any funded project, the MDE establishes that inaccurate or false information was provided in the application, funds may be rescinded.

OPENING AND CLOSING DATES AND SUBMISSION INSTRUCTIONS:

The MDE intends to release the general instructions, scoring criteria, and supporting information for the Title IIA STAC grants on Thursday, January 24, 2013, in the Michigan Electronics Grants System Plus (MEGS+) as well as on the www.TechPlan.org website. **All applications must be submitted within MEGS+. The final submission deadline is 11:59 pm, Thursday, February 28, 2013.**

PROCESS FOR THE GRANT COMPETITION:

Eligible applicants will compete for the Title IIA STAC grants through established procedures utilized by the MDE in managing its grant programs. Applications will be received and reviewed according to the timeline below. Each proposal will be rated on a 100-point scale as identified later within the application instructions.

The tentative time frame for the operation of this grant program includes the following key dates:

January 24, 2013	Grant program announcement
February 28, 2013	Grant applications due
March 28, 2013	Recommendations on Categories 2-6 presented to the Superintendent of Public Instruction; awards issued
September 30, 2014	Projects to be completed; all funds expended
October 31, 2014	Final Performance Report due
November 30, 2014	Final Expenditure Report due

All dates are subject to change.

REQUIRED STRUCTURE OF PROPOSALS:

The MDE requires that all proposals submitted under the Title IIA STAC grant program meet certain submission requirements. Any proposal not meeting these requirements may be disqualified:

Abstract

On one separate, double-spaced page, applicants must provide up to a 300-word description of the project they propose. Clearly articulated abstracts allow the reader to understand the scope of the project. The abstract will not be counted in the total number of narrative pages (see below).

Grant Narrative

All pages in the narrative section of the application should have one-inch margins and be collated and numbered consecutively throughout. **The narrative is limited to fifteen (15) double-spaced pages using eleven (11) point Verdana font.** Charts, graphs, and bulleted lists may be single-spaced.

Proposal Outline

All grant applications must adhere to the following outline and use the following section headers:

1. Abstract
2. Narrative
 - A. Identification of Need
 - B. Project Design
 - C. Project Deployment and Sustainability
 - D. Project Leadership
 - E. External Partnerships
 - F. Project Evaluation
3. Project Budget
4. Appendices

Project Budget

Project budgets are uploaded as a separate function and document in MEGS+. Project budgets are not counted in the narrative page total.

Appendices

Appendices accompanying applicant proposals should be limited to ten (10) double-spaced pages using eleven (11) point Verdana font. Appendices pages are not factored into the 15-page limit on the narrative section of the application. Charts, graphs, and bulleted lists may be single-spaced.

SCORING CRITERIA:

For consistency in judging applications, the MDE uses a standard scoring criteria. The maximum score for the following criteria is 200 points:

- | | |
|---------------------------|-----------|
| 1. Abstract | 10 points |
| 2. Narrative | |
| A. Identification of Need | 10 points |

B. Project Design	50 points
C. Project Deployment and Sustainability	50 points
D. Project Leadership	20 points
E. External Partnerships	40 points
F. Project Evaluation	10 points
3. Project Budget	10 points

*****Scoring criteria is provided below.*****

In addition to the content of the criteria categories below, the State Superintendent may apply other factors in making funding decisions, such as (1) geographic distribution, (2) duplication of effort, (3) duplication of funding, and/or (4) performance of the fiscal agent on previously funded initiatives.

REJECTION OF PROPOSALS:

The MDE reserves the right to reject any and all proposals received as a result of this announcement.

REVIEW PROCESS:

The MDE utilizes a review panel when scoring its competitive grants. For this grant program, review teams will be composed of people both within the MDE and outside the MDE as needed, with expertise in innovative instructional models, educational technology, online learning, and/or professional development design. MDE staff will supervise the review.

Award selections will be based on merit and quality, as determined by points awarded through the criteria provided below and all other relevant information. All funding will be subject to approval by the State Superintendent. All applicants will be notified of the Superintendent's action.

REVIEW CRITERIA:

The scoring criteria below should be used as a guide when writing the proposal. The reviewers will judge proposals against the elements described in the criteria. The proposals most likely to be funded are those that have most completely addressed all the elements described in this criteria. A narrative that is written in the sequence of the criteria facilitates evaluation by the grant readers.

Graded Component	Points Possible
<p>1. Abstract</p> <p>On one separate, double-spaced page, include up to a 300-word description of the proposed project. Clearly articulated abstracts that allow the reader to understand the scope of the project.</p>	10
<p>2. Narrative</p> <p><i>A. Identification of Need</i></p> <p>The proposal articulates a clear vision of how the organization, ISDs, public school districts and/or public school academies will increase their capacity to achieve the goals of this grant.</p>	10
<p><i>B. Project Design</i></p> <p>The proposal addresses how the project will support public school districts and public school academies in developing the capacity through professional development to:</p> <ul style="list-style-type: none"> • <u>Priority #1</u>: Initiate, implement, sustain, and evaluate innovative models of effective teaching practice that achieve “any time, any place, any way, any pace” learning, including but not limited to: <ul style="list-style-type: none"> ○ Blending online, digital, and classroom learning ○ Increasing dual enrollment options while lowering tuition costs ○ Expanding early college offerings ○ Increasing high school graduation rates ○ Supporting and increasing the number of exemplary teachers 	50

<p><i>B. Project Design (Cont.)</i></p> <ul style="list-style-type: none"> • <u>Priority #2:</u> Become technologically ready to implement online growth assessments from the Smarter Balanced Consortium by 2014-15, Implement rigorous Common Core State Standards, “Early 4” initiatives, and similar educational improvement programs, including, but not limited to integration into the Common Core of one or more of the following: <ul style="list-style-type: none"> ○ Integrating STEM, educational technology, and Arts education ○ Expanding after-school programs for at-risk youth ○ Implementing Balanced assessment ○ Sustaining Michigan LearnPort and/or Michigan Online Resources for Teachers (M.O.R.E.) ○ Expanding Project or problem-based learning • <u>Priority #3:</u> Evaluate innovative practices for the purpose of recommending effective practice to public school districts and public school academies. 	
<p><i>C. Project Deployment and Sustainability</i></p> <p>The proposal provides a detailed explanation of deployment including a timeline with a discussion of introduction and adoption strategies. Explanation includes a vision for scaling the project beyond the initial implementation and action steps for achieving the vision. The applicant provides examples of how its operating budget will support, sustain, and extend the project once the grant is complete.</p> <ul style="list-style-type: none"> • 15 points will given to applications that effectively propose an public-private partnership with the MDE as part of a sustainability plan. 	50
<p><i>D. Project Leadership</i></p> <p>The proposal includes a chart identifying key personnel and their relationships;* the key personnel hold senior positions in applicant organization(s). The proposal details project responsibilities, deliverables, percentage of time devoted to each element of the project, and a timeline for completion of activities. Clear lines of authority are articulated, with members of each applicant organization(s) playing key roles. The proposal lays out a clear plan for providing leadership and oversight necessary to complete project goals.</p> <p>*Any organization chart may be included in the appendices.</p>	20

<p><i>E. External Partnerships</i></p> <p>The proposal included a documented partnership with at least one statewide organization, intermediate school district, and/or a public school district. Extra consideration given for more than one partnership. External partnerships should be documented in a separate PDF uploaded as an appendices in the MEGS+ application.</p> <ul style="list-style-type: none"> Points in this section will be apportioned one point for every partnership named in the grant and documented in the appendices. 	40
<p><i>F. Project Evaluation</i></p> <p>The proposal includes a description of the program evaluation elements that will be used to determine success. These elements are varied and figure prominently into the implementation plan.</p>	10
<p>3. Budget</p> <p>The project budget provides excellent detail and expenditures are itemized by participating district. The proposal appendices include a detailed timeline for expenditures and explanation of funding sources that would provide significant matching funds as it relates to the total project budget.</p>	10
TOTAL	200

Application Grading Scale

180 points or more	Applicant will be recommended for funding by the review board.
100-179 points	Applicant <u>may</u> be given the opportunity to modify its application based on reviewer's comments and/or scoring criteria and may be eligible for re-application.
99 points or less	Applicant will not be eligible to make corrections to application and will not be considered for funding.

INFORMATION CONCERNING OTHER REQUIREMENTS

Length of Award:

Funding will be effective immediately following approval of grant awards by the State Superintendent, with an ending date of September 30, 2014.

Indirect Charges:

Federal regulation limits charging indirect rates on contracted services to the first \$25,000 of each contract.

Payment Schedule:

Grantees will request funds using the Cash Management System (CMS). Requests for funds are limited to reimbursement.

Financial Reporting:

A final expenditure report will be required within 60 days of the grant ending date, showing all bills paid in full.

Final Reporting:

The grantee will provide a report of the project to include measurable outcomes based on grant objectives. The report will include a detailed PowerPoint presentation. PowerPoint presentation will be posted on the MDE website, as received. The intent of the PowerPoint is to share the project outcomes with interested educators. The grantee will also be required to compile data to provide a means to evaluate the effectiveness of the grant.

Ownership of Materials Produced:

Ownership of products resulting from this federal grant, which are subject to copyright of economic value, shall remain with the MDE unless such ownership is explicitly waived. This stipulation covers recipients as well as subcontractors receiving funds through this grant program.